



CITY OF WINCHESTER, VIRGINIA

Commissioner of the Revenue

BUSINESS SCHEDULE

FURNITURE, FIXTURES & EQUIPMENT
MACHINERY & TOOLS USED IN MANUFACTURING OR MINING

Rouss City Hall
15 North Cameron Street
P.O. Box 706
Winchester, VA 22604
540-667-1815
TDD 540-722-0782
FAX 540-667-8937
www.ci.winchester.va.us

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20__

NAME: _____ Telephone No.: _____

TRADE: _____ Federal ID Number: _____

ADDRESS: _____

NATURE OF BUSINESS: _____

Attach complete copy of depreciation schedule & any other supporting documentation

ENTER ACTUAL COST IN FIRST TWO COLUMNS TO RIGHT AS INDICATED BELOW			FOR OFFICE USE	
			ASSESS VALUATIONS	
			Furn., Fixtures & Equipment	Mach. & Tools
Actual cost of property acquired during the 6 th year and all prior years				
Actual cost of property acquired during the 5 th year				
Actual cost of property acquired during the 4 th year				
Actual cost of property acquired during the 3 rd year				
Actual cost of property acquired during the 2 nd year				
Actual cost of property acquired during the 1 st year				
TOTAL ACTUAL COST OF PROPERTY OWNED				

MUST BE FILED BY MAY 1, CURRENT YEAR

ALL PERSONAL PROPERTY AND MACHINERY FULL DEPRECIATED REGARDLESS OF DATE OF PURCHASE, ON
HAND DECEMBER 31 OF THE 6TH YEAR SHOULD BE INCLUDED IN THIS COLUMN AT ORIGINAL COST

Lessees: Section 58.1-3818 Code of Virginia requires lessees to report all personal property leased from others with the name and
address of the owner

Date: _____ Signature: _____ Print Name: _____

FORMULA FOR FURNITURE, FIXTURES, AND EQUIPMENT

1/Assess at 80% of cost
2/Assess at 70% of cost
3/Assess at 60% of cost
4/Assess at 50% of cost
5/Assess at 40% of cost
6/Assess at 30% of cost
HOLD at 30%

FORMULA FOR MACHINERY AND TOOLS

1/Assess at 80% of cost
2/Assess at 70% of cost
3/Assess at 60% of cost
4/Assess at 50% of cost
5/Assess at 40% of cost
6/Assess at 30% of cost
HOLD at 30%